

**California Behavioral Health Planning Council**  
**Performance Outcomes Committee**  
**August 9, 2024**  
**Meeting Minutes**

**Committee Members Present:**

Susan Wilson, Chairperson  
Erin Franco  
Catherine Moore  
Uma Zykofsky

Noel O'Neill, Chair-Elect  
Steve Leoni  
Don Morrison  
Karen Baylor

**Invited External Partners Present:**

Theresa Comstock, CA Association of Local Behavioral Health Boards/Commissions  
Samantha Spangler, Behavioral Health Data Project

**Staff Present:**

Justin Boese  
Jenny Bayardo

Linda Dickerson  
Naomi Ramirez

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**Item #1: Welcome, Introductions and Housekeeping**

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The committee meeting began at 2:00pm.

Susan Wilson welcomed all committee members and guests. A quorum was established with 8 out of 8 members.

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**Item #2: Review Final Draft of the 2024 Data Notebook (Homelessness in the Public Behavioral Health System)**

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Justin Boese reviewed the updated draft of the 2024 Data Notebook document with the committee, which included edits based on feedback from the October Quarterly Meeting. Some final edits were suggested to correct typos and clarify language. Theresa Comstock suggested using the term “individuals experiencing homelessness” instead of “homeless people,” as well as other small edits. Susan Wilson said that these edits would be final, and the 2024 Data Notebook would be prepared for distribution after they are completed.

Steve Leoni made a request to add in a question from the “Part I” questions previously used in the Data Notebook from 2019-2023, regarding changes made to programs and services for individuals experiencing homelessness at the county level. Noel O'Neill responded by saying that the goal with the new Data Notebook format was to add

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additional topics year by year, while including questions from previous topics. For example, the 2025 Data Notebook will include a new topic of focus but will retain some questions about homelessness, providing an opportunity to revisit this survey question when there is more information to work off of.

Erin Franco asked why there wasn't a qualitative element in the 2024 Data Notebook to provide counties with a way to share their input and experiences. Susan Wilson answered that the committee has included qualitative questions in previous data notebooks, and they have been challenging to analyze. The results of some of those questions will be covered in Samantha Spangler's analysis of the "Part I" questions collected from 2019-2023. Susan also said that while this data notebook was designed to be a more quantitative, the committee may include qualitative elements in future data notebooks.

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**Item #3: Committee Charter and Workplan Review (Action Item)**

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Noel O'Neill walked the committee through new edits to the updated committee workplan document based on the discussion at the June quarterly meeting. This included some changes to existing goals and objectives, as well as the addition of a new goal (Goal 4) to showcase effective programs. Noel made a motion to accept the workplan as presented, which was seconded by Catherine Moore. The committee then discussed the motion. Karen Baylor and Uma Zykofsky proposed several edits to clarify language in the workplan.

Steve Leoni suggested adding an item to the workplan to advocate for an investment in updating data collection systems in California to better evaluate the behavioral health system and increase efficiency in the delivery of health care services. Steve said that he understands that the committee's capacity to act on this topic might be limited, but he encouraged the committee to include it in the workplan as a starting place. Susan Wilson suggested adding a recommendation based on Steve's comments to the 2023 Data Notebook report. Catherine Moore proposed adding a simplified goal (Goal 5) to the workplan to encompass Steve's request.

Noel said that he agreed with all of the edits proposed, including adding a fifth goal regarding investment in updating data systems. The committee then voted on the amended motion.

**Action Item:** Noel made a motion for the committee to accept the charter and workplan documents with the proposed edits. Catherine Moore seconded the motion. The motion

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passed.

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**Item #4: Development of Recommendations for the 2023 Data Notebook on Stakeholder Engagement**

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Susan Wilson led a discussion on the development of recommendation for the 2023 Data Notebook on Stakeholder Engagement. Committee members discussed their suggestions for recommendations to include in the overview report. Some of the recommendations proposed were:

- Developing guidance for addressing the gap in the engagement of stakeholders who are hard of hearing.
- Promoting broad level engagement strategies for counties
- Encouraging counties to find new partners and trusted community members to connect with stakeholders.
- Recommending both virtual and physical engagement activities to reach diverse communities.
- Having the MHSA coordinator for every county provide trainings based on the 10 best practices for stakeholder engagement identified in the overview report
- Encouraging that client voices are at the center of focus when interpreting stakeholder input and making decisions.

Susan Wilson thanked the committee members for their input and asked that any further recommendations be shared via email.

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**Item #5: Next Steps and Planning for Future Activities**

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Susan Wilson, Noel O'Neill and the committee members identified next steps and agenda items for the October 2024 meeting. These next steps included:

- Updates on the 2023 Data Notebook Overview Report
- Distribution of the 2024 Data Notebook survey to the boards/commissions
- Revision of the workplan based on final edits, and planning for the implementation of the workplan
- An update from Samantha Spangler on the "Part I" analysis
- Discussion regarding stakeholder engagement and the BHSA

**The meeting adjourned at 4:00pm.**